



**TOWN OF ALTONA
COUNCIL MEETING MINUTES
Tuesday, April 9th, 2019 at 5:30 P.M.
COUNCIL CHAMBERS IN THE ALTONA CIVIC CENTRE**

Minutes of the Regular Meeting of the Town of Altona Council held on Tuesday, April 9th, 2019 at 5:30 p.m.

Present: Mayor Al Friesen, Councillors: Curt Letkeman, Joel Pankewich, Donna Rosling-Wolters, Harv Schroeder and Jordan Siemens.

Administration: CAO Dan Gagné

Regrets: Deputy Mayor Glen Robinson

Gallery: Norma Derksen and Bill Derksen of Derksen Trucking

1. Call to order
Mayor Al Friesen called the meeting to order at 5:30 p.m.
2. Review of agenda & previous minutes
 - 2.1 Agenda

RESOLUTION NO: 69-2019

Moved by: Joel Pankewich

Seconded by: Curt Letkeman

THEREFORE BE IT RESOLVED THAT the agenda be approved as presented.

CARRIED.

2.2 Previous Minutes

RESOLUTION NO: 70-2019

Moved by: Joel Pankewich

Seconded by: Donna Rosling-Wolters

THEREFORE BE IT RESOLVED THAT the minutes of the regular meeting of March 26th, 2019 and the minutes of the annual planning session of January 17th and 18th, 2019 be adopted as circulated.

CARRIED.

2.3 Absence approval

RESOLUTION NO: 71-2019

Moved by: Joel Pankewich

Seconded by: Jordan Siemens

THEREFORE BE IT RESOLVED THAT Council excuse the absence of Deputy Mayor Glen Robinson from the regular meeting of Council being held on April 9th, 2019.

3. Delegations – none

4. Hearings – none

Committee Reports

5. Works & Operations

5.1 Resolutions – none

5.2 Shared Services – no report

5.3 Red River Basin Commission – no report

5.4 Pembina Valley Water Coop

Councillor Letkeman reported that a retirement dinner is being held on April 11th for long-serving board members. The brown water issue recently reported in the Carman area is due to the type of plant being operated there.

5.5 Altona Police Board

5.5.1 Altona Police Service 2018 Annual Report

5.5.2 Altona Police Board 2018 Annual Report

5.6 Compost Service Task Force

Mayor Friesen welcomed Norma Derksen and Bill Derksen from Derksen Trucking and thanked them for their support of the Town's curbside compost program. The delegation was invited to take a photo with Compost Service Task Force members Curt Letkeman and Jordan Siemens.

6. Community & Social Development

6.1 Resolutions

6.1.1 2019 Aquatic Centre Rates

RESOLUTION NO: 72-2019**Moved by: Joel Pankewich****Seconded by: Jordan Siemens**

THEREFORE BE IT RESOLVED THAT the 2019 aquatic center swim lesson rates (GST included) be set as follows:

30 minute classes	\$67.00
45 minute classes	\$72.00
60 minute classes	\$77.00
Adult (30 min)	\$62.00
Adult (60 min)	\$77.00
Bronze (plus manuals)	\$140.00
Family lesson pass	\$235.00

AND FURTHER BE IT RESOLVED THAT the 2019 aquatic center admission rates (GST included) be set as follows:

CATEGORY	DAILY PASS	SEASON PASS
12 & under	\$4.75	\$75.00
13 – 17 / Senior	\$5.75	\$85.00
Adult	\$6.75	\$95.00
Family	\$20.00	\$220.00

(Family is defined as 2 adults & 3 children, extra \$1/person for daily pass, extra \$10/person for season pass).

CATEGORY	DAILY PASS	SEASON PASS
Observer Pass	\$4.25	\$44.00
Pre-schoolers	No charge when accompanied by a paid adult admission	

RENTALS \$120 per hour plus \$1 per person
 One week notice of rental cancellation will be accepted at no charge. If booked but not used with less than a week's notice, the renter will be charged a minimum of one hour of rent unless cancellation is due to severe weather conditions (as approved by the Pool Supervisor).

Rental groups are minimum of 20 people, small rental groups may be asked to share the facility with other rentals.

AND FURTHER BE IT RESOLVED THAT the 2019 aquatic center staff wages be set as follows:

Bronze / Sr. Resus. / SFA / CPR / N.L.S.	\$12.98/hr
W.S.I. Plus, Bronze / Sr. Resus. / SFA / CPR, N.L.S.	\$13.61/hour
W.S.I. Plus, Bronze / Sr. Resus. / SFA / CPR, N.L.S., RLSSC Inst.	\$14.22/hour
Assistant Supervisor - Dependent on qualifications	\$15.45/hour Maximum
Head Supervisor - Dependent on qualifications	\$18.00/hour Maximum
Ticket Clerk / Campground Attendant / Cleaning Staff	\$11.82/hour
Head Ticket Clerk / Supervisor	\$14.46/hour Maximum
Additional \$0.25 per hour for each year of experience with the Altona Aquatic Center.	

Half the cost of Lifeguard and Instructor Certification courses taken by staff in 2019 calendar year to be reimbursed to said staff upon proof of certification.

AND FURTHER BE IT RESOLVED THAT the 2019 Campground rates (GST included) be set as follows:

Serviced Sites	\$25.00 per night
Un-serviced Sites	\$12.00 per night
Reservation Fee	\$5.00 per transaction
Weekly Fee	Stay for seven consecutive nights and receive the seventh night free.

Requests for long term camping will only be considered for sites 26–30. Cancellation Policy: Refunds for single sites require 72 hours notice for weekday and non-holiday weekends. Refunds for holiday weekends require 7 days' notice. Refunds for group bookings of 5 sites or more require 30 days' notice.

CARRIED.

6.2 Manitoba Sunflower Festival

Councillor Pankewich reported that Theresa Figurski made a call for volunteers and ten people signed up. It appears that the parade will be coordinated by committee members with the assistance of volunteers.

6.3 South Central Regional Library

Councillor Siemens reported that the annual report is available for review. The extend of the reporting is required by the Manitoba Library Association. The data shows that the South Central Regional Library is a very efficiently run system when compared to other libraries. Financial reporting issues with payroll and benefit expenses will be rectified in 2020 but the 2019 reports will likely show a loss. The sick leave policy will be reviewed.

6.4 Altona & District Health Care Centre Inc.

C.A.O. Dan Gagné reported that at the April 2nd board meeting, the 2018 audited financial statements and a quote to re-paint the exam rooms and physicians' offices were approved.

6.5 Southern Health Altona & Area Stakeholders Group

6.5.1 March 28, 2019 meeting report

Mayor Friesen reviewed the report.

6.6 Immigration Coordinating Committee – no report

6.7 Accessibility Committee

Councillor Pankewich reported that the next meeting will be held on April 10th. The walkabout on April 2nd was a very good exercise that has received good publicity and created public awareness. The committee will now focus on issuing a survey to obtain public feedback and suggestions of accessibility barriers to address.

7. Finance & Administration

7.1 Resolutions

7.1.1 Accounts Payable

RESOLUTION NO: 73-2019

Moved by: Curt Letkeman

Seconded by: Donna Rosling-Wolters

THEREFORE BE IT RESOLVED THAT the Town of Altona accounts payable cheques #5897 - #5970 in the amount of \$150,732.51 be approved as reviewed and recommended by Committee of the Whole.

CARRIED.

7.1.2 Payroll

RESOLUTION NO: 74-2019

Moved by: Curt Letkeman

Seconded by: Jordan Siemens

THEREFORE BE IT RESOLVED THAT the Town of Altona approve payroll from February 24 to March 9, 2019 in the amount of \$83,618.15 as reviewed and recommended by Committee of the Whole.

CARRIED.

7.1.3 Tax levy by-law no. 1772/2019

RESOLUTION NO: 75-2019

Moved by: Curt Letkeman

Seconded by: Harv Schroeder

THEREFORE BE IT RESOLVED THAT By-law 1772/2019 for the 2019 Municipal Property and Education Tax Levy be given second reading.

CARRIED.

7.1.4 Tax levy By-Law no. 1772/2019

RESOLUTION NO: 76-2019**Moved by: Curt Letkeman****Seconded by: Joel Pankewich**

THEREFORE BE IT RESOLVED THAT By-law 1772/2019 for the 2019 Municipal Property and Education Tax Levy be given third reading.

Al Friesen	Yes
Glen Robinson	Absent
Curt Letkeman	Yes
Joel Pankewich	Yes
Donna Rosling-Wolters	Yes
Harv Schroeder	Yes
Jordan Siemens	Yes

CARRIED.

7.1.5 Community Development Officer appointment

RESOLUTION NO: 77-2019**Moved by: Curt Letkeman****Seconded by: Harv Schroeder**

WHEREAS the position of Assistant Chief Administrative Officer / Community Development Officer has been vacated;

AND WHEREAS the position has been redefined and renamed Community Development Officer;

THEREFORE BE IT RESOLVED THAT the job description and salary grid for the position of Community Development Officer be approved;

AND BE IT FURTHER RESOLVED THAT Sarah Radmore of Altona, Manitoba be appointed as the Community Development Officer, effective April 9, 2019 as reviewed and recommended by Committee of the Whole.

CARRIED.

8. Planning
 - 8.1 Resolutions
 - 8.1.1 Conditional Use Application No. A-01-2019

RESOLUTION NO: 78-2019

Moved by: Curt Letkeman

Seconded by: Joel Pankewich

WHEREAS Section 105 of the Planning Act states that Council must give notice and hold a public hearing, in respect of a conditional use application;

AND WHEREAS the Town of Altona has received an application for a conditional use (file no. A-01-2019-CU);

THEREFORE BE IT RESOLVED THAT a public hearing to receive representations from any person on the above application be held on April 23, 2019 starting at 6:00 pm.

CARRIED.

- 8.1.2 Building Permit By-law No. 1773/2019 (first reading)

RESOLUTION NO: 79-2019

Moved by: Curt Letkeman

Seconded by: Jordan Siemens

THEREFORE BE IT RESOLVED THAT Building Permit By-law 1773/2019 be given first reading.

CARRIED.

8.1.3 Zoning Amendment By-law No. 1774/2019 (first reading)

RESOLUTION NO: 80-2019**Moved by: Curt Letkeman****Seconded by: Harv Schroeder**

THEREFORE BE IT RESOLVED THAT Zoning Amendment By-law 1774/2019 be given first reading.

AND FURTHER BE IT RESOLVED THAT a public hearing to receive representations from any person on the above by-law be held on May 14, 2019 starting at 6:00 pm.

CARRIED.

9. Other Committee Reports

9.1 Resolutions

9.1.1 Strategic Planning Facilitation

RESOLUTION NO: 81-2019**Moved by: Joel Pankewich****Seconded by: Curt Letkeman**

WHEREAS Council deems it in the Town of Altona's best interests to create a strategic plan;

AND WHEREAS Administration has received consultant proposals for strategic planning facilitation;

NOW THEREFORE BE IT RESOLVED that the strategic planning facilitation contract be awarded to Andres Consulting as reviewed and recommended by the Committee of the Whole.

CARRIED.

9.2 Altona Community Development Corporation – no report

9.3 Altona & District Chamber of Commerce

Councillor Pankewich reported that they are reviewing possible Lunch & Learn discussion topics including cannabis and carbon tax. MP Candice Bergen has also expressed an interest in address Chamber members. The Chamber is still seeking a \$500 donation to make the WISE Kid-netic programming completely free to participants. Council members suggested applying for a grant from the W.C. Miller Collegiate Youth in

Philanthropy. Preparations continue for the Awards Gala and participation in the World of Choices event put on by Border Land School Division.

9.4 Central Manitoba Tourism

Mayor Friesen inquired about the possibility of sponsoring a table at the upcoming awards gala. Administration to report back on previous experience.

9.4.1 Central Manitoba Tourism Gala & Awards

For information only.

9.4.2 Awards Gala Media Release

For information only.

9.5 Community Futures Triple R

9.5.1 April 1, 2019 Board Meeting Report

For information only.

9.6 RPGA Planning District – no report

9.7 Supporting Entrepreneurs through Economic Development (SEED) – no report

9.8 Pembina Valley Reeves And Mayors (PVRAM)

9.8.1 April 4, 2019 meeting notes

For information only.

9.9 Growth Partnership Committee

9.9.1 March 22, 2019 meeting notes

Council members discussed the rationale for the proposal to fund SEED through business taxes and what the committee representative's strategy will be moving forward.

10. General Correspondence – none

11. New business – none

12. Unfinished business

13. In-Camera – not required
14. Adjournment – 6:44 p.m.

RESOLUTION NO: 82-2019

Moved by: Joel Pankewich

Seconded by: Jordan Siemens

THEREFORE BE IT RESOLVED THAT this meeting is now adjourned and the next regular meeting of Council be held on Tuesday, April 23rd, 2019 at 5:30 p.m. in the Town of Altona Council Chambers.

Mayor

C.A.O.